



Birla Institute of Technology & Science, Pilani

Hyderabad Campus
General Administration Unit

Student Counsellor– Student Welfare Division	
About BITS, Pilani	Birla Institute of Technology & Science, (BITS Pilani) is an Institution declared as Deemed to be University under Sec. 3 of the UGC Act in 1964 and is a renowned science and technology institute. It is located in Pilani, Rajasthan, India. In addition to Pilani, BITS Pilani has campuses in Dubai, Goa, and Hyderabad.
Industry / Service	Higher Education
Position Overview	The Student Counsellor is a full-time, residential role committed to supporting student well-being and mental health on campus. This role involves coordinating closely with the Wellness In charge and relevant stakeholders to ensure seamless delivery of wellness services. The Counsellor provides culturally sensitive, multilingual counselling and contribute to a psychologically safe campus environment.
Post / Job Title	Student Counsellor
Job Type	Full Time
Reporting to	Associate Dean - Student Welfare Division
Will work closely with	Relevant stakeholders both Internal and External
No. of Positions	1
Location	BITS-Pilani, Hyderabad Campus (Residing On-Campus)
	Residential Wellness Support - Reside on campus and remain accessible to students for counselling and emotional support, particularly during late hours. - Be flexible with work timings and willing to work night shifts (9:00 PM–9:00 AM), based on student needs and institutional requirements. - Provide counselling and psychological support to students experiencing emotional or psychological distress. - Maintain a visible presence in hostels and common areas as an accessible wellness resource. - Provide support during non-office hours in coordination with the Wellness Team. Student Interaction & Engagement - Serve as an initial point of contact for students experiencing emotional or psychological difficulties and provide appropriate counselling support. - Build rapport with diverse student groups and promote help-seeking behaviour and mental health awareness. - Identify students requiring additional support and facilitate timely intervention.





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Principal Accountabilities & Responsibilities

Multilingual & Inclusive Communication

- Communicate with students in their preferred regional languages, wherever possible, to improve accessibility and comfort.
- Promote mental health awareness and help-seeking through culturally sensitive and linguistically inclusive communication.

Coordination with Counselling Professionals

- **Coordinate closely with campus psychologists, Medical Centre team, Wellness Team, psychiatrist, and relevant institutional authorities** to ensure continuity of care.
- Participate in case review meetings, as appropriate, and communicate emerging student concerns or psychosocial trends while maintaining confidentiality.
- Assess the urgency and nature of student concerns, facilitate appropriate triage and counselling, and support follow-up regularly.

Program Implementation & Outreach

- Assist in planning, coordinating, and implementing wellness programs, workshops, and mental health awareness campaigns.
- Collaborate with student groups, faculty members, and hostel staff to encourage student participation and engagement.

Documentation & Reporting

- Maintain accurate and confidential records of counselling sessions, student interactions, referrals, and follow-ups in accordance with institutional protocols.
- Submit periodic reports to the competent authorities, including the Associate Dean, SWD; Chief Warden; Faculty In-charge, Wellbeing; and Wellness In-charge, to support monitoring, evaluation, and strategic planning.

Emergency & Crisis Management (Under Guidance)

- Provide initial psychological support and appropriate counselling to students experiencing mental health emergencies.
- Coordinate with the Wellness Team, competent authorities, and relevant healthcare professionals to facilitate timely intervention and appropriate referral in high-risk situations.
- Remain on-call on a scheduled basis as part of the crisis response protocol.



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Other Skill and Ability Requirements	Skills & Competencies: • Fluency in English and at least two Indian languages. • Excellent counselling and crisis-handling skills. • Strong interpersonal, coordination, and facilitation abilities. • Experience with wellness initiatives and student engagement. • Basic documentation skills. • Sensitivity to cultural and socioeconomic diversity Personal Attributes: • Warm, approachable, and empathetic demeanor. • Ability to live in a campus environment and build trust with students. • High emotional intelligence and sensitivity to confidentiality. • Strong ethics and a collaborative spirit. • Deep commitment to mental health promotion and inclusion.
Qualification	Education: Master's degree in Psychology (Clinical or Counselling Psychology). Experience: Minimum 3–5 years of relevant experience in counselling and student affairs, preferably in a residential educational setting. Licensure: Must hold a valid RCI registration
Tenure	Term of appointment is for 1 year and will be renewed based on satisfactory performance review against the goals set.
Remuneration	Rs 8 to Rs 10 Lakhs per annum (inclusive of all benefits) commensurate with experience and expertise and meeting the eligibility criteria.



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